

PLAN AND ZONING COMMISSION MEETING

Direction: PZ_AF_11-05-2018

Chairperson Erickson called the regular meeting of the Plan and Zoning Commission to order at 5:30 p.m. on Monday, November 5, 2018, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines.

Roll Call: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Present
Drake.....Absent

Item 1 - Consent Agenda

Item 1a - Minutes of the meeting of October 22, 2018

Chairperson Erickson asked for any comments or modifications to the October 22, 2018 minutes.

Moved by Commissioner Crowley, seconded by Commissioner Costa, the Plan and Zoning Commission approved the October 22, 2018 meeting minutes.

Vote: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Drake.....Absent

Motion carried.

Item 2 – Public Hearings

2a – Bridgewood PUD, Northwest corner of Jordan Creek Parkway and Bridgewood Boulevard – Amend Bridgewood PUD to allow monument signs on Parcel M (aka Bridgewood Square) to include any business within Bridgewood Square regardless of property lines – Bridgewood Commercial, LLC – ZC-004092-2018

Chairperson Erickson opened the public hearing and asked the Recording Secretary to state when the public notice was published. The Recording Secretary indicated that the notice was published in the Des Moines Register on October 30, 2018.

Chairperson Erickson asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

Moved by Commissioner Crowley, seconded by Commissioner Costa, the Plan and Zoning Commission accept and make a part of the record all testimony and all other documents received at this public hearing.

Vote: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Drake.....Absent

Motion carried.

Dave Hansen, Bridgewood Commercial LLC, 9500 University Ave, Suite 2112, West Des Moines, informed the Commission that the request refers to the parcel property, which was originally going to remain 1 lot, but a prospective tenant wants to have its own lot. Bridgewood Commercial has decided to plat out 2 additional lots on the property. This causes a need for a PUD amendment in order to put monument signs on Jordan Creek Parkway. The amendment allows tenants in the West building to be listed on those front monument signs.

Brian Portz, Development Services Planner, showed a site plan of the parceled lots.

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Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, closed the public hearing and asked for continued discussion or a motion.

Moved by Commissioner Crowley, seconded by Commissioner Southworth, the Plan and Zoning Commission adopted a resolution recommending the City Council approve the amendment to the PUD.

Vote: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
DrakeAbsent

Motion carried.

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

4a – Cedar Ridge Village, 8950 Coachlight Drive – Approval of a Site Plan to allow construction of a 2 story, 78,506 sf continuum care facility – Scenic Development, LLC – SP-004015-2018

Jared Murray Civil Design Advantage, 3405 SE Crossroads Drive, Suite G, Grimes, stated he was here to ask for site plan approval for Cedar Ridge Development, and he noted the number of units per care category, and briefly summarizing locations of detention, sanitary sewer and water connections..

Commissioner Crowley asked what the elevation to the west would be.

Mr. Murray provided an elevation sketch, showing a two story construction with stone and accents.

Commissioner Hatfield asked if the applicant agreed with all of staff comments.

Mr. Murray responded that they are still working out the details but they do agree.

Brad Munford, Development Services Planner, stated that the Commission had looked at this project before on several occasions, and that preliminary and final plat have been approved by Council which created this lot. He noted that one of the conditions listed for that approval was that the applicant would handle parkland dedication during site plan approval, because the exact number of lots had not been determined at that time. Parkland dedication is currently still in review with City legal department. Staff are asking for a new condition of approval that this dedication be in place before building permits are issued. There are two other conditions of approval, one for gates around a trash enclosure. He commented that the applicant's first proposed material did not meet City requirements, but that the second material does. He concluded that there are also some labeling corrections to be made. Staff recommends approval with those three conditions.

Commissioner Hatfield reiterated his question whether the applicant has agreed to all three of these conditions. Planner Munford affirmed that they have.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

Moved by Commissioner Hatfield, seconded by Commissioner Crowley, the Plan and Zoning Commission adopted a resolution recommending the City Council approve the site plan, subject to the applicant meeting all City Code requirements and the following:

1. Prior to the issuance of building permits, the applicant shall provide an executed copy of the Parkland Dedication Agreement for the on-site amenities that fulfill the parkland requirement.

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2. Prior to the issuance of building permits, the applicant shall provide product information for an opaque trash enclosure gate for staff review and approval.
3. Prior to the initiation of any site activities, the applicant providing final Site Plan drawings that are acceptable to the City.

Vote: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Drake.....Absent
Motion carried.

4b – Greenway Crossing North Access Drive, 9100 Block of University Avenue – Construction of North Access Road – Hubbell Metropolitan Development Fund I, LLC (Series B) – SP-004058-2018

Caleb Smith, McClure Engineering Company, 1360 NW 121st Street, Clive, informed the Commission they were applying for a simple drive extension. He noted that this project was in front of the Commission a few months back for another drive, and that the Aventura drive also approved recently by the Commission. He concluded that Hubbell was presenting this application because it would be simpler for them to take care of this than the two parties being connected by the drive.

Kara Tragesser, Development Services Planner, stated there were no conditions of approval and Staff recommended approval.

Chairperson Erickson asked if anyone from the audience would like to speak to this item; seeing none, asked for continued discussion or a motion.

Moved by Commissioner Crowley, seconded by Commissioner Anderson, the Plan and Zoning Commission adopt a resolution recommending the City Council approve the site plan subject to the applicant meeting all City Code requirements.

Vote: Andersen, Costa, Crowley, Erickson, Hatfield, Southworth.....Yes
Drake.....Absent
Motion carried.

Item 5 – Staff Reports

There were no staff reports.

Chairman Erickson asked Development Coordinator Schemmel to step to the podium and questioned why the Commission was no longer seeing material boards. He stated that he is wondering about whether the Commission is doing its duty to people in the audience, or anyone else who wants to access these proceedings. He asked whether providing the full material boards are still part of the application requirement, or if they had stopped being presented because in the past when the applicant brought them up, no one really looked at them. He concluded that he wanted to ensure that the process was accessible to everyone.

Coordinator Schemmel responded that when applicants did bring in large material boards, it was difficult to show them to the audience, and some of the Commissioners didn't seem interested. She noted that they are not required. For internal review, Staff does review material samples, and if the Commission was interested, Staff could bring them here.

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Chairman Erickson stated that reviewing the elevations and being generally informed was fine with him, and he would leave it for staff to decide. He questioned Commissioner Hatfield for his input.

Commissioner Hatfield responded that he understood staff comments. He asked whether staff return the samples to the applicant after review, or throw them away. Coordinator Schemmel responded that Staff requested that the applicant pick them up, but if they were not, Staff would throw them away. She added that they typically reviewed smaller pieces, maybe a brick and some paint samples, but not full material boards.

Commissioner Hatfield stated that it has a lot to do with the scope of the project. If the applicant was using state of the art materials that the Commission hasn't seen before, he would be interested in having them presented to the Commission. Coordinator Schemmel stated she would have no problem asking applicants to bring a materials board.

Chairman Erickson responded that he wasn't sure the Commission was requesting that. He proposed that Staff ask for samples for the Commission to see when the project included something out of the ordinary, a new product or something pushing the envelope. He added that the Commission might want to make a better job of showing the elevations and site plans as part of the process.

Commissioner Costa inserted that it did mean something to him that Staff were reviewing the samples.

Chairman Erickson asked if anyone on the Commission wanted to go back to having material boards brought. Commissioner Hatfield replied that he would like to ask to see samples when noted after Staff review. Ms. Schemmel stated that this was a workable solution.

Chairman Erickson stated that he was not a big fan of making people do a bunch of work for things that go into the garbage, adding that he just wanted to make sure the Commission was doing their due diligence. He added that he would do a better job asking that the applicant make more of a presentation for the people in the audience.

Item 6 - Adjournment

Chairperson Erickson adjourned the meeting at 5:46 p.m.

Craig Erickson, Chairperson

Jennifer Canaday, Recording Secretary